

## SHARDLOW & GREAT WILNE PARISH COUNCIL

### MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON WEDNESDAY 25<sup>th</sup> April 2018 AT THE VILLAGE HALL, SHARDLOW

**Present:** Cllrs Clifton (Chair), Mitchell, Hawksworth, Leggett, Bowles, Shearing and Stenner.  
**In Attendance:** Cllr Neil Atkin, DCllr Peter Watson, and J Irons (clerk).

#### Part 1 - NON-EXEMPT ITEMS

**1/18:** co-option of new members (if any) - moved to minute 17/18.

**2/18: REPRESENTATIONS FROM THE PUBLIC.** None

#### **3/18: POLICE REPORT.**

The clerk reported that 7 minor incidents had been logged on the police website for February. Details are available on the Police website at <http://www.police.uk/derbyshire/DS03/crime/>

**4/18: DECLARATIONS OF INTEREST:** none.

#### **5/18: APPROVAL OF MINUTES**

Minutes of the Parish Council Meeting held on 21st March 2018 were **agreed** by members once a minor amendment had been made (pp Cllr Hawksworth, seconded Cllr Bowles) after which they were signed by the Chairman.

**6/18: ACTIONS ARISING FROM PUBLIC PARTICIPATION:** none.

#### **7/18: CLERK'S REPORT.**

1. C&RT did not reply over a meeting to discuss its project scheme so clerk to chase.
2. Following a request by the lengthsman clerk contacted SDDC instructing them not to mow the grass where flowering bulbs have been planted until after 20<sup>th</sup> May; and to wait for a minimum of six weeks after the end of flowering before cutting back the dead foliage. Clerk received SDDC's acknowledgement of the request.
3. Contractor cleaned the war memorial on Saturday 21st April. Members wish the Toll Stone cleaned and asked the clerk to obtain a quote from the same contractor.
4. Clerk circulated keys for a new flood store padlock as the last was broken. Clerk to now have extra keys cut for the main lock on the doors.

#### **8/18: PLANNING MATTERS**

Applications:

9/2018/0305 - THE DEMOLITION OF A CONSERVATORY AND ERECTION OF A SINGLE STOREY REAR EXTENSION, FRONT DORMER WINDOW AND REPLACEMENT GARAGE ROOF AT 32 GLENN WAY. **Resolved:** no objection although please ensure that materials and skips etc vehicles are kept within the curtilage of the property.

App ref 9/2018/0445: REPLACEMENT WINDOWS AND DOOR ADDITION OF NEW WINDOWS AND OPENINGS, REMOVAL AND BRICKING UP OF ONE EXISTING EXTERNAL DOOR, ADDITION OF ROOFLIGHTS, ADDITION OF INSULATION TO EXTERNAL WALLS AND ROOF INTERNALLY, NEW HEATING AND LIGHTING INSTALLATION AND NEW SURFACING TO EXISTING CAR PARK AT VILLAGE HALL THE WHARF. **Resolved:** internal – we object to the blocking-off of the stage and think this should be kept in its present form. External – we wish to see dropped kerbs at both the footpath leading from the Wharf pavement to the hall; and at the entrance of the front of the hall (where a step presently resides).

#### **9/18: MATTERS FOR DECISION or DISCUSSION.**

1. newsletter/card items including litter picking and flood leaflets. **Resolved:** in the interim the flood leaflets to be distributed in the village; clerk to deliver to Cllrs Bowles and Hawksworth.

2. Position of the new litter bin at Glenn Way/ Cheal Close. **Resolved:** to be placed near to the new bus stop once that has been installed.

3. Allotment issues. Tenant of a half-plot at Wilne Lane requested permission to erect a shed on this plot for storage of gardening equipment. **Resolved:** clerk to ask her where she intends positioning the shed.

The tenant of plot 11 Long Row requested permission for a greenhouse and to plant a dwarf cherry tree on the allotment. **Resolved:** both were approved, greenhouse to be of the standard allowable size and placed at the far end of the plot. The tree should not to be allowed to grow over 3m or overhang adjacent plots.

Plot 16 Long Row vacated but a new tenant has taken it.

4. Outcome of the Greenway inspection (if held); not held, Cllr Atkin chasing DCC as reported in the APM

5. Website template (if created). Not yet produced, clerk to chase creator.

6. Defibrillator provision and reply from SDDC over funding of the defibrillator from the Community Partnership Scheme. **Resolved:** the scheme only provides funding for up to £4k of project therefore council to purchase and clerk to order a device and cabinet

7. Suggestions for projects suitable for the Safer Neighbourhood scheme; none at present however members thought smart-water marking may be useful.

8. New finger posts on footpath 5. **Resolved:** a post to be fitted on Aston Lane and a way-marker to be fitted to the stile at the end of footpath 5. Clerk to submit a planning application to SDDC for the post.

9. Update on the GENERAL DATA PROTECTION REGULATIONS (if any) including storage of information by the clerk. **Resolved:** a data processor to be appointed in due course at which time storage of information will be addressed.

10. Invoice from Cllr Clifton for beacon lights; Cllr Clifton produced this and will be reimbursed in the next meeting.

11. Lengthsman's suggested policy on fly-posting. **Resolved:** not to be adopted.

12. Recruitment drive within the village proposed by Cllr Leggett. The member believes council should encourage residents in general but younger people in particular to become aware of its activities. Cllr Leggett highlighted that council is a member short and so should make more efforts to recruit. Cllr Bowles noted that the VHC needs members and asked the council to advertise in its newsletter.

13. Revised NALC model standing orders and legal topic notes. **Resolved:** to be reviewed at the next meeting along with all policies. The DALC login password will also be discussed.

14. To sign the internally audited accounts for year 2017-18. **Resolved:** agreed by members after which the following were duly signed by chairman and clerk:

10/18 Annual Governance Statement; and

11/18 Annual Accounting Statement.

## 12/18: FINANCE

The following accounts were approved for payment;-

<i>Payee</i>	<i>Details</i>	<i>Amount</i>	<i>Cheque no.</i>
J Irons	Clerk's salary April	£ 705.54	101010
P Postans	Lengthsman's wage April	£ 142.00	101011
DCC	Clerk's pension April	£ 170.95	101012
HMRC	employee's NI & tax April	£ 15.18	101013
DALC	subscription 2018-19	£ 318.79	101014
Park Hall Designs	Website maintenance 2017-18	£ 218.19	101015
Helen Daniels	Internal audit for year 2017-18.	£ 115.00	101016

b)	Income: 1 <sup>st</sup> tranch of precept for 2017/18 received 11 <sup>th</sup> April	£ 8334.00
	Allotment rents 2018-19	£ 588.00
	DCC Rights of Way Grant 2017-18 received 25 <sup>th</sup> April	£ 385.00
c)	Bank balance as at 31 <sup>st</sup> March 2018	£25410.22

### **13/18: COUNCILLORS' REPORTS**

- Cllr Hawksworth was pleased to see Kylie Taybor from the school at the APM adding that she has proved a real asset and is a good communicator. Cllr Hawksworth attended 2 recent meetings at Acre Lane quarry where lorries travelling through the village was discussed. Regarding the other quarry Tarmac's extraction is due to start as alluded to by DCllr Watson in the APM earlier. Tarmac's advisory circulation list is not current which it is addressing. Chapel Farm in Shardlow has been removed from Tarmac's list of preferred sites.
- Cllr Mitchell met Derbyshire's crime commissioner at his recent visit to the Heritage Centre who assured that he will investigate speeding and domestic abuse vigorously. Cllr Mitchell attended the latest PPG meeting at Alvaston surgery; a full complement of doctors is presently employed and appointment slots can be accessed from a 'hub' of availability times from other surgeries.
- Cllr Stenner rues the current poor state of the pavements in the village.

### **14/18: AGENDA ITEMS FOR THE NEXT MEETING.**

- co-option of new members (if any);
- newsletter/card items;
- Christmas lights meeting;
- Toll stone cleaning quote;
- Contract for flood warden's phone;
- Funding for the church's Armistice Day and village hall toilets;
- Contribution towards the school allotment;
- Outcome of the Greenway inspection (if held);
- Outcome of the inspection by CClr Atkin of footpath 1 (if held);
- Website template (if created);
- Defibrillator and cabinet purchase;
- Suggestions for projects suitable for the Safer Neighbourhood scheme;
- Update on the GENERAL DATA PROTECTION REGULATIONS (if any);
- to revise council's policies;
- DALC login details for circulation to members;
- Footpath inspections by members;
- To reimburse Cllr Clifton for beacon lights;
- Clerk's appraisal questionnaire and 2018-19 employment contract;
- Letter from a former member.

### **15/18: ITEMS FOR INFORMATION.**

Nothing of note had been received since the last meeting.

### **16/18: FORTHCOMING MEETINGS**

- Parish Council: 23<sup>rd</sup> May (APCM), 27<sup>th</sup> June, 25<sup>th</sup> July.

**17/18:** co-option of new members (if any) - none.

The Chairman closed Part 1 of the meeting at 9.10pm.

*Part 2 - EXEMPT ITEMS*

**18/18:** To move the following resolution under the Public Bodies (Admission to Meetings Act 1960): *'that in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw'*.

**19/18:** Clerk appraisal and salary review; and to sign the Lengthsman's and clerk's contracts of employment 2018/19. **Resolved:** the Lengthsman's contract to be agreed and signed by her before the chairman signs.

**20/18:** clerk left the room at 9.15pm.

**21/18:** clerk returned at 9.35pm.

**22/18: Resolved:** Clerk's appraisal format was agreed and council to furnish him with a questionnaire to complete; contract to be held over to the next meeting.

**23/18:** Letter from a former member. Clerk left the meeting at 9.40pm after which discussion took place in his absence.

The Chairman thanked members for their attendance and Part 2 of the meeting closed at 9.55pm.

Chairman's signature \_\_\_\_\_